

INSTRUCTIONS FOR COMPLETING INF 70R

IMPORTANT - DO NOT SEPARATE

VR

PLEASE READ CAREFULLY BEFORE COMPLETING FORM

CIVIL/CRIMINAL PENALTIES

The willful, unauthorized disclosure or use of information from any department record or the use of any false representation to obtain information from a department record is a misdemeanor, punishable by a fine not exceeding five thousand dollars (\$5,000) or by imprisonment in the county jail not exceeding one year, or both fine and imprisonment.

PROCESSING TIMEFRAMES

Information may be immediately released at any DMV Field Office to: (1) an individual requesting his/her own record, (2a) a parent of a minor child or (2b) spouse residing at the same address on record. All other requests must be mailed to DMV Headquarters in Sacramento. Allow three weeks for processing.

RECORD SUBJECT NOTIFICATION

The department is required by California Vehicle Code Section 1810(b) to provide the record subject a copy of this request. Confidential information, such as, your residence address, telephone number, and driver license/identification card number will not be disclosed to the record subject.

CONFIDENTIAL INFORMATION

Residence addresses contained in a DMV record are identified as confidential with limited exceptions. Confidential information may not be released by use of this form except to the subject of record or to a parent/guardian of a minor child or spouse, but only if the minor child or spouse resides at the same address.

For further information on obtaining confidential residence address information, see "Are you using the correct form?"

ARE YOU USING THE CORRECT FORM?

If you are:

- An Attorney representing a client in a Motor Vehicle/Vessel related incident (i.e., accident, odometer rollback, Lemon Law, etc.), you should complete department form INF 1161 (Attorney's Information Request). Field Offices will NOT process INF 1161 requests.
- Requesting a copy of your own driver license/identification card (DL/ID) or vehicle/vessel (VR) record, you may present adequate proof of identity at any DMV field office. You may also complete department form INF 1125 which can be mailed to DMV Headquarters for processing (mailing address included on form).
- Requesting registered owner, legal owner, and all persons known to claim an interest in a vehicle/vessel in order to: (1) dispose of vehicle valued \$300 or less, (2) perform a lien sale on a vehicle or vessel, you should complete department form INF 1126 (Registration Information Request for Lien Sale). Field Offices will process these requests.
- A dealer that has a department issued occupational license and you are requesting information for the purpose of completing registration transactions or documents, you should complete department form INF 1120 (Dealer Vehicle/Vessel Registration Information Request). Field Offices will process these requests.

SECTION A – Requester's Information

Provide the true full name of the individual or name of the business entity who is requesting the information. All information is required (i.e., Requester (First, MI, Last Name or Business Name), physical address including city, state, zip code, and daytime telephone number.

SECTION B – Record Requested

If you are requesting:

- Information regarding a vehicle or vessel registration, you must provide:
 - o CA License Plate/CF Number
 - OR
 - o Vehicle/Hull Identification Number

NOTE: Make and Year Model are optional except for lien sales (see "ARE YOU USING THE CORRECT FORM?" above).

- To obtain information on all vehicles/vessels owned by a specific individual or business (commonly referred to as "asset search", you must provide:
 - o Individual's name or the name of the business
 - AND
 - o The individual or business address, including city, state and zip code.

NOTE: A single record or list of 8 or less vehicles/vessels registered to the individual or business at the address provided will be provided. Any vehicles/vessels registered under a different name or address will not be provided. Name variations, such as, Bill, Billy or William will require separate requests.

SEE MAILING INSTRUCTIONS ON PAGE 3

INSTRUCTIONS FOR COMPLETING INF 70R, Continued

SECTION C – Record Information

Automated record — An automated record is a computer-generated record. Information available includes:

Fee: \$5 per record

- **CURRENT RECORD** including current registered owner name, legal owner name, and address, vehicle/vessel description, registration status, etc.
- **OWNER AS OF DATE** – Provides the name of the registered and legal owner as of the date specified.
- **OWNERSHIP HISTORY** – Provides current owner and generally the three previous owners.
- **ALL VEHICLES/VESSELS REGISTERED TO AN INDIVIDUAL/BUSINESS** – Provides a single record or list of 8 or less vehicles/vessels registered to a specific individual/business at the address provided.

NOTE: Only those vehicles/vessels currently registered to the individual/business at the address shown will be provided. Any vehicles/vessels previously registered or registered under a different name, name variation or address will **not** be provided.

Photocopy of hardcopy and/or microfilm documents – A copy of any paper or microfilm document on file with the DMV. Information available includes:

Fee: \$20 per YEAR

- **PHOTOCOPIES ON FILE** – Provides copies of paper documents for years specified, generally available for current year plus 3 prior years (i.e., 2003, 2002, 2001).

No Fee Certify record – If you want the record certified as a true copy on file with the DMV, check this box.

NOTE: This option is only available if you mail your request to DMV Headquarters in Sacramento.

SECTION D – Purpose of Request

Federal legislation, the *Driver's Privacy Protection Act* (Title 18, United States Code, Sections 2721-2725), makes confidential any information contained in a motor vehicle record unless the information is requested and used for a "permissible use." A "permissible use" includes,

(1) Motor vehicle or driver safety and theft - For use in connection with matters of motor vehicle or driver safety and theft; motor vehicle emissions; motor vehicle product alterations, recalls, or advisories; performance monitoring of motor vehicles, motor vehicle parts and dealers; motor vehicle market research activities, including survey research; and removal of non-owner records from the original owner records of motor vehicle manufacturers.

(2) Legitimate business - For use by a legitimate business or its agents, employees, or contractors, to verify the accuracy of personal information submitted by the individual for the purposes of preventing fraud by, pursuing legal remedies against, or recovering on a debt or security interest against, the individual.

(3) Civil, criminal, administrative or arbitral processing - For use in connection with any civil, criminal, administrative, or arbitral proceeding in any Federal, State, or local court or agency or before any self-regulatory body, including the service of process, investigation in anticipation of litigation, and the execution or enforcement of judgments and orders, or pursuant to an order of a Federal, State, or local court.

(4) Insurance Purposes - For use by any insurer or insurance support organization, or by a self-insured entity, or its agents, employees, or contractors, in connection with claims investigation activities, anti-fraud activities, rating or underwriting.

(5) Employer of commercial drivers - For use by an employer or its agents or insurer to obtain or verify information relating to a holder of a commercial driver's license that is required under the Commercial Motor Vehicle Safety Act of 1986 (49 U.S.C. App. 2710 et seq.).

(8) Any other use specifically authorized under California law - For any other use specifically authorized under the law of the State that holds the record, if such use is related to the operation of a motor vehicle or public safety. (Include state law, identified by code name and section number, which requires or permits use.)

SECTION E – Requester's Certification Statement, Signature and DL/ID Number

Please provide the city, county and state where this document was completed and the date it was completed. Individual requesting information must sign form and provide their DL/ID number for verification of identity.

SECTION F – Return Mailing Label – DO NOT DETACH – MUST BE ATTACHED TO REQUEST

REQUESTER'S NAME		
ADDRESS		
CITY	STATE	ZIP

DO NOT SEPARATE FORM

REQUEST FOR VR/VESSEL RECORD INFORMATION

Record Request

VR REQUEST

PLEASE READ INSTRUCTIONS CAREFULLY BEFORE COMPLETING REQUEST.

DMV USE ONLY

Check/Mo # _____ Total _____ ☐ C.R. ☐ Owner as of ☐ Ownership History ☐ ANI
 Cashier ID/Date _____

SECTION A — Requester's Information

REQUESTER'S NAME (FIRST, MI, LAST) _____

ADDRESS _____

CITY _____ STATE _____ ZIP CODE _____ DAYTIME TELEPHONE NUMBER _____

SECTION B — Record Requested - Complete line 1 for specific record or line 2 for list of vehicles/vessels registered to individual or business

1	CALICENSE PLATE/CF NUMBER OR VEHICLE/HULL IDENTIFICATION NUMBER	MAKE	YEAR MODEL
2	INDIVIDUAL/BUSINESS NAME (AS IT APPEARS ON REGISTRATION DOCUMENT)		
	ADDRESS	CITY	STATE ZIP CODE

SECTION C — Record Information - Check box(es) for type of record requested

AUTOMATED RECORD (COMPUTER PRINTOUT):

FEE: \$5 PER RECORD

- ☐ Current Record ☐ Owner as of date _____ / _____ / _____ ☐ Ownership History
☐ All vehicles/vessels registered to individual/business (single record or list of 8 or less)

PHOTOCOPY OF HARDCOPY AND/OR MICROFILM DOCUMENTS:

FEE: \$20 PER YEAR

- ☐ Photocopies on file for: _____, _____, _____, _____ (indicate years)
☐ Other (Please describe) _____

☐ **Certify record as a true copy of record on file with Department of Motor Vehicles** **FEE: NO CHARGE**

SECTION D — Purpose of request - See Instructions - Permissible Uses of DMV record information

SECTION E — Requester's Certification Statement, Signature and DL/ID Number

EXECUTED AT (CITY, COUNTY, STATE, ZIP) _____

ON (DATE) _____

I certify under penalty of perjury under the laws of the State of California that the information entered by me on this document is true and correct. The information received will not be used for any unlawful purpose. I understand that if I provide false information, I may be subject to prosecution for false representation (California Vehicle Code Section 1808.45). This is a misdemeanor punishable by a maximum fine of five thousand (\$5,000) or a maximum imprisonment of one year in the county jail or both.

SIGNATURE _____

DRIVER LICENSE/ID NUMBER _____

DID YOU:

- Complete all applicable sections?
 Sign request and include your DL/ID Number?
 Submit appropriate fee?
 Include **ALL** pages of this form?

YES! Mail your request to: DMV, Public Operations – G199, P. O. Box 944247, Sacramento, CA 94244-2470

REQUEST FOR VR/VESSEL RECORD INFORMATION

Notice to Record Subject

VR REQUEST

PLEASE READ NOTICE TO RECORD SUBJECT BELOW

DMV USE ONLY

Check/Mo # _____ Total _____ ☐ C.R. ☐ Owner as of ☐ Ownership History ☐ ANI
 Cashier ID/Date _____

SECTION A — Requester's Information

REQUESTER'S NAME (FIRST, MI, LAST)

SECTION B — Record Requested - Complete line 1 for specific record or line 2 for list of vehicles/vessels registered to individual or business

1	CALICENSER PLATE/CF NUMBER	OR	VEHICLE/HULL IDENTIFICATION NUMBER	MAKE	YEAR MODEL
2	INDIVIDUAL/BUSINESS NAME (AS IT APPEARS ON REGISTRATION DOCUMENT)				
	ADDRESS		CITY	STATE	ZIP CODE

SECTION C — Record Information - Check box(es) for type of record requested

AUTOMATED RECORD (COMPUTER PRINTOUT):

FEE: \$5 PER RECORD

- ☐ Current Record ☐ Owner as of date _____ / _____ / _____ ☐ Ownership History
☐ All vehicles/vessels registered to individual/business (single record or list of 8 or less)

PHOTOCOPY OF HARDCOPY AND/OR MICROFILM DOCUMENTS:

FEE: \$20 PER YEAR

- ☐ Photocopies on file for: _____, _____, _____, _____ (indicate years)
☐ Other (Please describe) _____

☐ **Certify record as a true copy of record on file with Department of Motor Vehicles** **FEE: NO CHARGE**

SECTION D — Purpose of request - See Instructions - Permissible Uses of DMV record information

NOTICE TO RECORD SUBJECT

Based on information provided in Section B, the Requester identified in Section A has requested information from DMV records. The DMV has determined that the purpose for requesting the Information (Section D) to be in compliance with the California Vehicle Code §1808, the Information Practices Act of 1977 (Civil Code §1798 et seq.), the Public Records Act (Government Code §6250 et seq.) and the federal Driver's Privacy Protection Act (Title 18 United States Code §§2721-2725).

Confidential residence address information ☐ was ☐ was not provided.

MAILING LABEL — DMV USE ONLY

RECORD SUBJECT NAME			
ADDRESS			
CITY	STATE	ZIP	

For more information regarding release of DMV record information, please go to www.dmv.ca.gov, select "Other Information" and then "Your DMV Records".